

Guidelines for the Disbursement of Subsidy for Attracting Deep Tech-Related Companies

(*This English version is for reference only.)

13 May 2026 8 産 勞 産 計 No.532

(General Rules)

Section 1. In addition to the provisions of the Tokyo Metropolitan Government (hereinafter referred to as: "TMG") Subsidy System Ordinance No. 141 (Tokyo Metropolitan Government Ordinance No. of 1962) and the enforcement of the Tokyo Metropolitan Government Subsidy System Ordinance No. 20 (issued by the Ministry of Finance on 11 December, 1962, No. 37), these guidelines shall govern the disbursal of the subsidy for attracting Deep Tech-related overseas companies.

(Purpose)

Section 2. The Tokyo Metropolitan Government (hereinafter referred to as "the TMG") aims to promote the development and growth of industries within Tokyo and strengthen its international competitiveness. This is achieved by attracting overseas companies with advanced technological capabilities in Deep Tech-related fields to Tokyo and fostering innovation through collaboration and expanded business with local small and medium-sized enterprises, etc.

To this end, the TMG provides the "Subsidy for Attracting Deep Tech-Related Companies" (hereinafter referred to as "the Deep Tech Subsidy") for new investments required by these companies when they start operations in Tokyo, offering focused and intensive support for their market entry and business expansion.

(Definitions of Terms)

Section 3. In these guidelines, the definitions of the terms listed in the following items shall be as prescribed respectively in those items.

(1) Deep Tech

Technologies based on scientific discoveries obtained through research in specific natural science fields, which have the potential to make a significant impact on society—such as by solving social issues—through commercialization and social implementation (e.g., quantum, robotics, AI and data science, GX and energy, biotechnology, new materials, digital and cybersecurity, food tech, aerospace, fusion energy, semiconductors and electronic devices, healthcare and life sciences, etc.).

(2) Deep Tech-Related Overseas Company

A corporation established under foreign laws possessing high levels of technology in fields related to Deep Tech, or other foreign entity that is the same as, or similar to, a company.

(3) Japanese Entity, etc.

A Japanese entity established by a Deep Tech-related overseas company, or a related branch office in Japan.

(4) Establishment of a Base in Tokyo

The establishment in Tokyo, for the first time in Japan, of a Japanese corporation by a Deep Tech–related overseas company, or the establishment in Tokyo of a branch office in Japan by such company, that meets all conditions (a) through (d) below by the end of the fiscal year following the fiscal year in which it has been selected:

- (a) A facility in Tokyo has been secured for use exclusively as a business office for conducting business operations.
 - (b) Registration of the incorporation of the corporation or registration of the branch office of a overseas company has been completed in accordance with the Commercial Registration Act(Act No. 125 of 1963).
 - (c) At least one Permanent employee who is regularly employed and stationed in Tokyo as an employee necessary for business operations has been hired; (provided, however, that this shall not apply where the Governor finds it unavoidable).
 - (d) Principal business operations have commenced.
- (5) Permanent employee
Employees whose employment meets either condition (a) or (b) below, and are under employment insurance:
- (a) A person who is employed for an indefinite period; or
 - (b) A person who has been continuously employed for a period of at least one year or more, or is expected to be continuously employed for a period of one year or more from the time of hiring.
- (6) Offices, etc.
Facilities or equipment that have an exclusive area and are expected to be continuously leased for the purpose of carrying out the Subsidy Project.
- (7) Fiscal year
The period that commences on 1 April of one year and ends on 31 March of the following year.
- (8) Subsidy Project
Business activities conducted by a Deep-Tech–related overseas company selected pursuant to Section 5, based on the business plan prescribed in Section 4, Paragraph 3, for the purpose of establishing a base in Tokyo and building and stabilizing its business foundation after entry, as well as business activities that contribute to innovation creation in Tokyo and the promotion of Tokyo’s industries.
- (9) Subsidy Recipient
A recipient of the Deep Tech Subsidy who satisfies the requirements set forth in Section 6.
- (10) Subsidy Project Implementation Period
The period during which the Subsidy Recipient implements business activities for the purposes of entry into Tokyo and the construction and stabilization of the business foundation after such entry, and contributing to the creation of innovation in Tokyo and the promotion of industries in Tokyo; such period shall be 4 fiscal years, with the fiscal year to which the date of approval of the Business Plan prescribed in Section 4, Paragraph 3 belongs as the first fiscal year.

Section 4. The Governor of Tokyo (hereinafter, “the Governor”) shall solicit applications from Deep Tech-related overseas companies that will become eligible recipients of support.

- 2) This program is open to Deep Tech-related overseas companies that, at the time of selection of Section 5, have not yet established a Japanese corporation or a branch office in Japan and are expected to establish a base in Tokyo by the end of the fiscal year following the fiscal year in which they have been selected.
- 3) Persons responding to the public solicitation set forth in the preceding paragraph shall submit to the Governor an Application Form (Form No. 1), a Business Plan (Form No. 2), and a Pledge (Form No. 3).
- 4) Other matters necessary for the public solicitation shall be separately prescribed.

(Evaluation Committee and Selection)

Section 5. The Governor shall, after referring the Business Plan submitted pursuant to Section 4 to an evaluation committee separately established, select Deep Tech-related overseas companies deemed appropriate for support (hereinafter referred to as “Selected Companies”) and shall promptly notify such companies of the selection by a Selection Notification (Form No. 22).

- 2) The Governor may attach conditions to the selection set forth in the preceding paragraph.
- 3) Other matters necessary for the evaluation committee and selection shall be separately prescribed.

(Subsidy recipient)

Section 6 Eligible subsidy recipients shall satisfy all of the following requirements:

- (1) The applicant has not established or set up a Japanese entity, etc. in Japan at the time of selection pursuant to Section 5.
- (2) The applicant is a Selected Companies selected pursuant to the provisions of Section 5.
- (3) The applicant will establish a base in Tokyo by the end of the fiscal year following the fiscal year in which it is selected.
- (4) After establishing a base in Tokyo and until the end of the subsidy program implementation period, the applicant shall conduct the following business activities in a manner that satisfies the requirements (a) through (d) set forth in Section 3, Paragraph 1, Item (4). At least one of the business activities specified in B shall be carried out during the Project Implementation Period.
 - A. Business activities aimed at building and stabilizing the business foundation in Tokyo;
 - B. Business activities that contribute to innovation creation in Tokyo and the promotion of industries in Tokyo, including the expansion of transactions with SMEs and other entities in Tokyo, PoC, joint research, joint development, and the establishment of JVs, etc.
- (5) The applicant has undergone the review of the Business Activity Report prescribed in Section 16, and is deemed appropriate for continued support from the perspectives of contribution to innovation creation and industrial promotion in Tokyo, business continuity, future prospects, profitability, etc.
- (6) Where a Japanese corporation is to be established, the subsidy recipient shall bear more than one half of the paid-in capital amount.
- (7) In principle, the applicant has not received subsidies or grants of the same purpose and content from the national government, metropolitan/prefectural governments, or municipalities (including policy coordination organizations).

- (8) During the period from the date of approval of the subsidy project plan until the end date of the business continuity period set forth in Section 23, there are no facts indicating any violation of laws and regulations, etc. in relation to the applicant's business activities or the application for this subsidy.
- (9) The applicant is not delinquent in the payment of taxes in Japan.
- (10) The applicant has no material breach in contracts with public institutions, etc. in Japan.
- (11) The applicant is not likely to endanger public safety and welfare.
- (12) The applicant does not conduct political, religious, or election activities as its business purpose.
- (13) The applicant is not an organized crime group (meaning an "Organized Crime Group" as prescribed in Article 2, Item (ii) of the Tokyo Metropolitan Ordinance for Exclusion of Organized Crime Groups (Tokyo Metropolitan Ordinance No. 54 of 2011; hereinafter, the "Organized Crime Exclusion Ordinance")), and none of its representatives, officers, employees, other workers, or members constitute organized crime group members, etc. (meaning an organized crime group, an organized crime group member as prescribed in Article 2, Item (iii) of the Organized Crime Exclusion Ordinance, or an organized crime group-related person as prescribed in Article 2, Item (iv) thereof).
- (14) There are no facts under past business or other circumstances that cause TMG would deem to render the applicant unsuitable as a subsidy recipient.

(Expenses Eligible for Subsidization)

Section 7. Subsidies shall be granted, within budgetary limits, to Subsidy Recipients for expenses listed in Appendix 1 that are necessary for the Subsidy Project (hereinafter, "Eligible Expenses"), limited to those that the Governor deems particularly necessary and appropriate and for which the purpose of use, unit price, scale, etc. can be confirmed.

- 2) The eligible period for each fiscal year of the Subsidy Project shall be from the date of the Subsidy disbursement application approval until the date on which all Subsidy Projects covered by such approval are completed, or the last day of the relevant fiscal year, whichever comes first.
- 3) Eligible Expenses shall be limited to those for which, during the period from 1 April to 31 March of the fiscal year for which the subsidy is applied, the Japanese entity, etc. has purchased goods, received services, and made payment. Provided, however, that in the first fiscal year of the subsidy only, expenses paid by the Deep Tech-related overseas company shall also be eligible.

(Subsidy amount)

Section 8. TMG shall, within its budgetary limits, subsidize the following amounts:

- (1) For the first fiscal year of the subsidy, up to 4/5 of eligible expenses and up to JPY 40,000,000 shall be provided.
 - (2) For the second fiscal year of the subsidy, up to 3/5 of eligible expenses and up to JPY 35,000,000 shall be provided.
 - (3) For the third fiscal year of the subsidy, up to 2/5 of eligible expenses and up to JPY 25,000,000 shall be provided.
- 2) In calculating the amount of subsidy, if a fraction of less than JPY 1,000 occurs in the amount of Eligible Expenses set forth in Section 7, Paragraph 1, such fraction shall be rounded down.

(Subsidy Disbursement Applications)

Section 9. An eligible entity for assistance that satisfies the provisions of Section 6 (hereinafter, the "Subsidy Applicant") shall, upon confirming the contents of these Guidelines, submit to the Governor a Subsidy Disbursement Application (Form No. 4) together with the necessary documents, for each fiscal year in which the applicant wishes to receive the subsidy.

- 2) Subsidy disbursement applications may be filed consecutively for 3 fiscal years from the fiscal year following selection.
- 3) A subsidy disbursement application for the third and fourth fiscal years may be filed only where, at the evaluation committee convened in the fiscal year prior to the relevant fiscal year, the Subsidy Applicant undergoes the review of the Business Activity Report set forth in Section 16 and it is deemed appropriate to continue support from the perspectives of contribution to innovation creation and industrial promotion in Tokyo, business continuity, future prospects, profitability, etc.
- 4) Where deemed appropriate pursuant to the provisions of the preceding paragraph, the Governor shall promptly notify the applicant by delivering a Continued Eligibility Notice (Form No. 20). A company that has received continued eligibility recognition shall file the Subsidy disbursement application from the following fiscal year onwards.
- 5) Where the Governor finds that continued support is inappropriate, the Governor shall promptly notify the applicant by delivering a Continuation Non-Recognition Notice (Form No. 21).
- 6) Where special needs arise after continued eligibility recognition and the continuation of support is to be discontinued, the Governor shall notify the applicant by delivering a Notification of Discontinuation of Support (Form No. 23).
- 7) If any of the documents set forth in Paragraph 1 have been prepared in a language other than Japanese or English, a Japanese or English translation shall be attached for reference.

(Disbursement Application Approvals)

Section 10. When a subsidy disbursement application submitted pursuant to the provisions of Section 9 is deemed appropriate and the granting of the subsidy is considered suitable, the Governor shall approve the Subsidy disbursement application.

- 2) When a subsidy disbursement application approval has been made pursuant to the provisions of the preceding paragraph, the Subsidy Applicant shall be promptly notified by a Notice of Subsidy Disbursement Application Approval (Form No. 5).
- 3) Any necessary conditions shall be attached to the subsidy disbursement application approval.
- 4) When the Governor determines not to approve the disbursement of the subsidy, the Governor shall notify the Notice of Non-Approval of Subsidy Disbursement Application (Form No. 6).

(Withdrawal of Application)

Section 11. An entity that has received a subsidy disbursement application approval may withdraw the subsidy disbursement application if there are objections to the contents of the subsidy disbursement application approval or to the conditions attached thereto.

- 2) When withdrawing a Subsidy Disbursement Application pursuant to the provisions of the preceding paragraph, the Subsidy Recipient must submit a Subsidy Disbursement Application Withdrawal (Form No. 7) to the Governor within 14 days from the day on which the Notice of Subsidy Disbursement Application Approval set forth in Section 10 was delivered.

(Revocation of Approval Due to Change in Circumstances)

Section 12. In the case where the Governor has made the subsidy disbursement application approval, if any special situation has arisen due to any subsequent change in circumstances, he/she may cancel all or part of the approval or change the details or the conditions attached thereto. Provided, however, that this shall not apply to the portion pertaining to the period that has already elapsed.

- 2) The decision to grant a subsidy under the provisions of the preceding paragraph may be cancelled only if it has become impossible to continue the whole or part of the business due to natural disasters or other changes in circumstances that have occurred after the decision to grant a subsidy.
- 3) Subsidies, etc. pertaining to the following expenses may be granted to affairs or services that are necessary due to the rescission of a decision on the grant of subsidies pursuant to the provisions of Paragraph 1:
 - (1) Expenses required for the removal of machines, instruments and temporary structures pertaining to the business and for other remaining work
 - (2) Expenses required for the payment of compensation necessitated by the cancellation of a contract concluded to conduct business

(Approval of Plan Amendments, etc.)

Section 13. When a subsidy recipient intends to implement a major change in the content for which subsidy disbursement application approval has been made, it must submit an Amendment Approval Request (Form No. 8) to the Governor and obtain approval in advance. Provided, however, that this shall not apply to minor changes that do not substantially affect the content of the issuance decision.

- 2) When granting the approval set forth in the preceding paragraph, the Governor may change the details of the subsidy disbursement application approval or attach conditions thereto as necessary. Upon approval of an amendment, notification shall be provided promptly via the Amendment Approval Notice (Form No. 9).
- 3) When a Subsidy recipient intends to suspend or discontinue its business, it must submit an Temporary Suspension • Permanent Discontinuation Application (Form No. 10), stating the reasons therefor (including, in the case of a suspension, the prospects for resumption), to the Governor and obtain his/her approval in advance.

(Business Progress Report)

Section 14. A subsidy recipient must, on the last day of the quarter of the fiscal year that includes the day on which it received the subsidy disbursement application approval (hereinafter, "Progress Report Date"), prepare and submit a Business Progress Report (Form No. 11) to the Governor within 14 days of the end of the reporting period. However, this shall not apply to any of the following cases:

- (1) Where one month has not elapsed from Subsidy Disbursement Application Approval before the progress reporting date
- (2) If the business is suspended or discontinued by the progress reporting date

(Order to Execute Business, etc.)

Section 15. The Governor may, when he/she finds that the subsidy recipient is not carrying out its business in accordance with the contents of these guidelines, the contents of the subsidy disbursement application approval, or the conditions attached thereto, the business plan under Section 4, or the business report under Section 16, take measures to compel the subsidy recipient to carry out its business in accordance therewith.

- 2) The Governor may, when he/she finds that, despite the measures taken pursuant to the provision of the preceding paragraph, the subsidy recipient is unlikely to execute its business, rescind the subsidy disbursement application approval.

(Performance Report and Business Activity Report)

Section 16. A subsidy recipient must submit a Performance Report (Form No. 12) to the Governor by March 31 of the fiscal year on which it received the issuance decision, attaching the related documents.

- 2) The subsidy recipient shall report to the Governor, by January 31 of each fiscal year during the subsidy project implementation period, on the status of progress of the project in that fiscal year and the business plan for the following fiscal year and thereafter, by submitting a Business Activity Report (Form No. 13).
- 3) With regard to the business activity report submitted pursuant to the provisions of the preceding paragraph, the appropriateness of the continuation of the assistance shall be judged from the perspectives of contribution to innovation creation and industrial promotion in Tokyo, business continuity, future prospects, profitability, etc. by the evaluation committee prescribed in Section 5.

(Report on Completion of Commercial Registration)

Section 17 When a subsidy recipient has completed the registration of the incorporation of a Japanese corporation in Tokyo or the registration of a branch office of an overseas company, it must promptly submit a Report on Completion of Commercial Registration (Form No. 14) to the Governor.

(Special Provisions for Subsidy Recipients)

Section 18 When a subsidy recipient has registered the establishment of a Japanese corporation in Tokyo and has submitted the report of completion of commercial registration as set forth in the preceding Section, the said Japanese corporation shall succeed to the status of the subsidy recipient. Thereafter, the said Japanese corporation shall become the entity to receive the Subsidy and assume all obligations of a subsidy recipient under these Guidelines, etc.

- 2) Notwithstanding the provisions of the preceding paragraph, the overseas company that applied for the Subsidy shall continue to be jointly and severally liable with the said Japanese corporation for the obligation to return the Subsidy as stipulated in Section 26, and the obligation to pay penalty surcharges and delinquency charges as stipulated in Section 28, in addition to all other obligations of a subsidy

recipient under these Guidelines, etc.

- 3) When the succession under paragraph 1 has occurred, the said Japanese corporation shall promptly submit to the Governor a written document (Form No. 14-2) stating its consent to, among other things, becoming the recipient of the Subsidy. Furthermore, if the said written document is not submitted, neither the overseas company nor the Japanese corporation shall be eligible to receive the Subsidy.

(Determination of the Amount of Subsidies)

Section 19. In cases where the Governor has received a performance report pursuant to the provisions of Section 16, if he/she finds that the report conforms to the details of the subsidy disbursement application approval and the conditions attached thereto, following an examination of the performance report and an on-site inspection to be conducted as necessary, he/she shall determine the amount of subsidies to be granted and notify the subsidy recipient to that effect by a Subsidy Disbursement Amount Determination Notice (Form No. 15).

(Measures for Rectification)

Section 20. When the Governor finds, as a result of the Investigation, etc. pursuant to the provision of Section 19, that the performance of the subsidy recipient does not conform to the details of the subsidy disbursement application approval and the conditions attached thereto, he/she may order the subsidy recipient to take business rectification measures.

(Payment of Subsidies, etc.)

Section 21. When a subsidy recipient intends to receive payment of a subsidy, it must submit an Invoice (Form No. 16) to the Governor.

(Payment of Subsidies)

Section 22. Subsidies shall be paid in Japanese yen (JPY).

The exchange rate for the payment of subsidized expenses in foreign currency shall be the prevailing rate on the date of payment of the relevant subsidy-eligible expenses or the telegraphic transfer middle rate (posted foreign exchange rate) of the designated financial institution of TMG on the day that TMG considers appropriate shall be applied (any fraction less than one yen shall be rounded down).

- 2) In cases where expenses such as a fee for transfer, etc. arise in the delivery of a subsidy, such expenses shall be borne by the recipient.

(Obligation to Continue Business)

Section 23. A subsidy recipient must continue business operations during the period of 3 years from the end of the fiscal year in which the initial subsidy disbursement application is approved. However, this shall not apply when the Governor finds the cessation of activities unavoidable and reasonable.

(Notification of Changes)

Section 24. When a subsidy recipient changes any of the following matters during the period of 3 years from the end of the fiscal year in which the initial subsidy disbursement application is approved, the subsidy recipient must promptly submit a written Notification of Changes (Form No. 17) to the Governor following such change:

- (1) Change in the name of the subsidy recipient
- (2) Change in the location of the subsidy recipient
- (3) Change of the representative of the subsidy recipient (in the case of a branch office, the representative in Japan)

2) In addition to the preceding paragraph, even in cases where circumstances have arisen under which the person has become unable to satisfy the delivery requirements prescribed in Section 6 during the period of 3 years from the end of the fiscal year in which the initial subsidy disbursement application is approved, the entity shall submit a written Notification of Changes (Form No. 17) stating the details thereof.

(Cancellation of Subsidy, etc.)

Section 25. Where a subsidy recipient falls under any of the following, the Governor may cancel, in whole or in part, the subsidy disbursement application approval:

- (1) When the recipient has violated any conditions attached to the subsidy disbursement application approval, or any other laws or regulations.
- (2) When the requirements specified in Section 6 are no longer met during the period of 3 years from the end of the fiscal year in which the initial subsidy disbursement application is approved
- (3) When it cannot be confirmed during the subsidized project implementation period that there is a track record of collaboration with SMEs, etc., in Tokyo—as listed in Section 6 (4) B and including examples like PoCs, joint research, and JVs—that contributes to local innovation and industry promotion
- (4) When violating the business continuation obligation under Section 23.
- (5) When violating any other instructions under these Guidelines

2) If Subsidy disbursement applications have been approved in multiple fiscal years, the provisions of the preceding paragraph shall apply to all such fiscal years.

3) The provisions of Paragraph 1 shall remain applicable even after the Subsidy Disbursement Amount Determination pursuant to the provisions of Section 19.

4) If a decision to rescind the subsidy is made pursuant to the provisions of Paragraphs 1 through 3, the subsidy recipient will be delivered a Subsidy Disbursement Approval Cancellation Notice (Form No. 18).

(Reimbursement of Subsidies)

Section 26. When a subsidy disbursement application approval is cancelled pursuant to the provisions of Section 12 or Section 25, the disbursed subsidy amount must be returned in the manner prescribed in Section 27 to TMG. Provided, however, that this shall not apply when the Governor finds the reasons for revocation unavoidable and reasonable.

2) The Governor shall notify the matters pertaining to the return of subsidies by a Reimbursement Request (Form No. 19).

- 3) In the event a subsidy recipient is liquidated, the Deep Tech–related overseas company shall assume the obligation to reimburse TMG.

(Calculation of Reimbursement Amount)

Section 27. The amount of reimbursement shall be calculated as specified in the following items:

- (1) When the Governor cancels the subsidy disbursement application approval in its entirety:
The full amount of the subsidy received.
- (2) Where the Governor has partially cancelled the subsidy disbursement application approval: The amount calculated by deducting, from the amount of the Subsidy received, an amount determined by multiplying the said received amount by a fraction, where the numerator is the number of days under (a) and the denominator is the number of days under (b), with any resulting fraction of less than one yen in the amount to be deducted being rounded down:
 - (a) the period from the date of receipt of the Subsidy (inclusive) to the day preceding the date on which the reason for rescission occurred (or, if such date is unclear, the day preceding the date on which the Tokyo Metropolitan Government became aware of said reason)
 - (b) the period from the date of receipt of the subsidy to the last day of the 4 fiscal years following the fiscal year in which the initial Subsidy disbursement application is approved.

(Penalties and Delinquency Charges)

Section 28. If the Governor has ordered the reimbursement of subsidies pursuant to the provisions of Section 26, the subsidy recipient shall, in accordance with said order, pay penalty charges calculated at a rate of 10.95% per annum (the annual rate shall be calculated on a 365-day basis, including periods that include a leap year) on the amount of the subsidy (for the period after partial payment, the amount after deducting the amount already paid), in accordance with the number of days from the day of receipt to the day of payment (excluding amounts less than 100 yen). Provided, however, that, in cases where the Governor finds it unavoidable due to reasons leading to rescission, the subsidy recipient may be exempted from penalty charges.

- 2) In the case where a subsidy recipient who was ordered to return subsidies pursuant to the provisions of Section 26 fails to pay the subsidies by the due date, delinquent charges calculated at a rate of 10.95% per annum on the unpaid amount (the annual rate shall be calculated on a 365-day basis, including periods that include a leap year) shall be paid in accordance with the number of days from the day following the due date to the day of payment (excluding amounts less than 100 yen).

(Calculation of Penalty and Delinquency Charges)

Section 29. In the event that the Governor orders payment of penalty charges pursuant to the provisions of Section 28, Paragraph 1, until the amount paid by the subsidy recipient ordered to return the subsidy reaches the amount of the subsidy ordered to return, the amount of payment shall be allocated first to the amount of the subsidy ordered to return.

- 2) In the case where the Governor has ordered the payment of delinquent charges pursuant to the provisions

of Section 28, Paragraph 2, if part of the unpaid amount of the subsidy that has been ordered to be reimbursed has been paid, the unpaid amount that should serve as the basis for the calculation of delinquent charges for the period after the day following the date of the payment shall be the amount after deducting the amount of such payment.

(On-Site Inspections, etc.)

Section 30. The Governor may, to the extent necessary for the enforcement of these Guidelines, have his/her officials enter a subsidy recipient's facilities and conduct necessary investigations or questioning of subsidiary personnel with regard to their business activities, etc.

2) Government officials, etc. who conduct an on-site investigation or ask questions pursuant to the provisions of the preceding paragraph must carry an identification card and present it when requested to do so by the subsidy recipient.

(Accounting of Subsidies, etc.)

Section 31. With regard to accounting related to subsidies, a subsidy recipient shall organize documentary evidence clarifying the fact of income and expenditure of the subsidy recipient and preserve these documents for 5 years after the end of the fiscal year that includes the day on which the subsidy recipient received the subsidy disbursement application approval.

(Measures in the Event of Natural Disasters, etc.)

Section 32. The measures to be taken by a subsidy recipient in the event that it has suffered damage due to natural disasters, etc. and it becomes difficult to carry out the Subsidy Project shall be as instructed by the Governor.

(Public Announcement of Assistance Details, etc.)

Section 33. The Governor may publicize the name of the subsidy recipient, the name of its representative, details of the assistance, etc.

(Documents to be Submitted)

Section 34. When submitting the forms and supporting documents prescribed in these Guidelines, a subsidy recipient shall prepare and submit them in Japanese or English. Provided, however, that where any supporting document has been prepared in a language other than Japanese or English, a Japanese translation or an English translation thereof shall be attached upon submission.

(Governing Law)

Section 35. The disbursement of this subsidy, etc. (including, but not limited to, matters prescribed in these Guidelines as well as applications for disbursement in relation to this subsidy, contracts with subsidy recipients, etc.; the same shall apply in the following Section) shall be governed by, and construed in accordance with, the laws of Japan.

(Dispute Resolution)

Section 36. In the event of any discrepancy in opinions or understanding or any other dispute between the Governor and a subsidy recipient in connection with the disbursement of this subsidy, etc., the Governor and the subsidy recipient shall, upon notifying the other party, engage in good-faith consultations and endeavor to resolve such dispute.

2) Notwithstanding the provisions of the preceding paragraph, if such dispute cannot be resolved through consultation, the Governor and the subsidy recipient agree that the Tokyo District Court shall have exclusive jurisdiction as the court of first instance.

(Miscellaneous)

Section 37. Other matters necessary for the disbursement of the subsidy shall be separately prescribed by the Governor.

Supplementary Provisions

These Guidelines shall apply from 13 May,2026.

Eligible Expense Categories (Appendix 1 related to Section 7)

1. Categories of Eligible Expenses

Eligible Expenses shall be limited to those among the expenses listed below that are (i) contracted for on or after the date of subsidy disbursement application approval for each fiscal year of the subsidy Project and (ii) fully implemented and paid by the end of such fiscal year of the Subsidy Project.

Provided, however, that with respect to Personnel Expenses and Real Estate Expense (Rent) for offices, etc. only, where expenses are incurred on an ongoing basis under a long-term continuous contract, applications for disbursement may be filed for each fiscal year based on the contract concluded in the first fiscal year in which the Subsidy Disbursement Application is approved.

Category	Description
Specialist service expenses	<ul style="list-style-type: none"> • Consultation fees paid to attorneys, administrative scriveners, tax accountants, social insurance and labor consultants, etc. in relation to legal affairs, tax affairs, etc. associated with establishing a base in Tokyo • Expenses, etc. for preparation and submission of documents by specialists • Expenses paid when consulting with external specialized organizations, etc. and receiving advice and guidance regarding necessary knowledge and response methods, etc. concerning the company's growth and solving challenges <p>*The maximum amount eligible for subsidization is JPY 8,000,000 in the first fiscal year, JPY 7,000,000 in the second year and JPY 5,000,000 in the third year.</p>
Corporate establishment expenses	<ul style="list-style-type: none"> • Registration and license tax; articles of incorporation notarization fee; revenue stamp fee for notarization of the articles of incorporation; fee for a certified copy of the articles of incorporation; document request fees (such as a certificate of registered matters and a certificate of seal registration), etc. • Corporate seal production costs <p>*Provided, however, that the maximum subsidized amount for corporate seal production costs shall be JPY 30,000.</p>
Recruitment expenses	<p>Expenses paid to a fee-charging employment placement business provider in connection with the establishment of a base, provided that all of the following conditions are satisfied:</p> <ul style="list-style-type: none"> • The payment is made to a fee-charging employment placement business provider as prescribed in Article 30, Paragraph 1 of the Employment Security Act, or to an overseas fee-charging employment placement business provider. • The recruitment is for personnel expected to be permanently employed at the relevant base for a period of one year or more. • The recruitment is from among persons residing in Japan.

	<p>*If an overseas fee-charging employment placement business provider is used, such provider must be a business operator whose notification, permission, declaration, etc. has been accepted by the national or local government, etc. in the provider's country.</p>
Personnel expense	<p>Base salary and bonuses paid to the following newly hired individuals as employees necessary for carrying out the main business operations when entering Tokyo or after entry:</p> <ul style="list-style-type: none"> · Employees newly hired by the Deep-Tech-related overseas company prior to entering Tokyo, on the premise that they will be permanently employed by the Japanese corporation, etc. after entering Tokyo. · Employees newly hired by the Japanese corporation, etc. after entering Tokyo who will be permanently employed. <p>*Such employees must be hired from among residents of Japan</p> <p>*The eligible amount shall be the net amount paid after deducting statutory welfare expenses and withholding amounts such as income tax from the gross payment amount.</p> <p>*If the employee is hired prior to entering Tokyo, enrollment in employment insurance is not mandatory.</p>
Office rent, etc.	<p>The following expenses related to leasing an office, etc. in Tokyo necessary for carrying out the main business operations:</p> <ul style="list-style-type: none"> · Key money, brokerage fees, membership fees, rent, etc. (provided, however, that the office, etc. must have an exclusive-use area and be expected to be leased on a continuous basis) · Lease fees for equipment, furnishings, fixtures, and other machinery and equipment
Interpretation / translation expenses	<ul style="list-style-type: none"> · Interpretation during business negotiations with Japanese companies · Translation of procedures related to company incorporation and obtaining licenses, etc., as well as negotiation materials, PR/publicity media, etc.
Business matching expenses	<ul style="list-style-type: none"> · Costs for listing up candidate matching partner companies · Success fees upon conclusion of a business meeting/negotiation <p>*The subsidy cap is JPY 2,000,000 per fiscal year.</p> <p>*Consulting expenses related to business matching shall be treated as Specialist Service Expenses.</p>
Exhibition participation expenses	<p>Booth fees, online exhibition fees, material costs, shipping costs, printed material production costs, video production costs, and advertising placement costs for exhibitions whose purpose is to hold business negotiations with business operators.</p> <p>*The subsidy cap is JPY 1,100,000 per fiscal year.</p>

2. Ineligible Expenses, etc.

(1) Common to all expense categories

- ① Indirect expenses (consumption tax and other taxes and public dues, bank transfer fees, interest, utility expenses, commuting allowances/transportation expenses, per diem, food and beverage expenses, revenue stamps, etc.; provided, however, that this shall exclude those designated as eligible expenses in Appendix Table 1 and those that have received prior approval from the Tokyo Metropolitan Government (“TMG”).
- ② Expenses for which there are deficiencies in vouchers/documents such as contracts, purchase orders, delivery notes, receipts, and bank transfer statements.
(Where the scheduled amount under a contract, etc. exceeds JPY 1,000,000, except in cases of special circumstances, quotations from multiple parties must be compared and the contract, etc. must be concluded with the most economical counterparty; provided, however, that this does not apply to the acquisition of real estate for which comparative quotations are difficult.)
- ③ Expenses for which it is impossible to verify the purpose, unit price, scale, etc.
- ④ Expenses that cannot be clearly distinguished from expenses incurred for other projects.
- ⑤ Expenses for which payment is made mixed together with ordinary business operations/transactions.
- ⑥ Expenses related to projects that commenced prior to the date of the subsidy award decision in response to the subsidy application submitted by the subsidy applicant.
- ⑦ Expenses related to projects for which payment has not been completed by the time of submission of the performance report.
- ⑧ Expenses related to projects implemented over multiple fiscal years, where the projects and expenses cannot be separated by fiscal year.
- ⑨ Expenses of an individual project where, for the same cause, the applicant is receiving benefits or subsidies from the national government, TMG, or wards/cities/towns/villages, etc.
- ⑩ In addition to the items above, any other expenses that the Governor deems inappropriate for subsidization in light of generally accepted social norms.

(2) Ineligible expenses by expense category

Category	Description
Specialist Service Expenses	<ul style="list-style-type: none"> · Expenses, etc. for settlement of accounts and taxation normally required for business operations · Fees for preparing documents related to the subsidy application · Ordinary costs of advisory contracts · Revenue stamps, registration and license taxes, etc.
Recruitment expenses	<ul style="list-style-type: none"> · Recruitment expenses incurred when hiring a person who is not a resident of Japan
Personnel expenses	<ul style="list-style-type: none"> · Personnel expenses incurred when hiring a person who is not a resident of Japan · Officer compensation

	<ul style="list-style-type: none"> • Costs for using subcontractors or temporary staff • Allowances for work exceeding the prescribed working hours (i.e. overtime), and allowances related to housing, dependents, commuting, etc. • Visa acquisition costs
Office rent, etc.	<ul style="list-style-type: none"> • Refundable payments such as security deposits and guarantee deposits • Common service charges • Deposit, renewal fee, parking fee, etc. (i.e. real estate management and brokering fees) • Rent that is excessively large in scale relative to the project • Contract fees and usage fees for the Internet/servers, etc. • Rent for offices subleased to third parties • Contract fees/usage fees for shared offices, etc. without an exclusive-use area • Rent for one-time use, such as conference rooms, event spaces, weekly apartments, and seminar rooms • Purchase costs for equipment, furnishings, and machinery/equipment • Utilities, fire and earthquake insurance premiums, etc. • Artwork, ornamental plants, etc.
Exhibition participation expenses	<ul style="list-style-type: none"> • Exhibitions intended for general visitors • Exhibitions hosted by your company or in which your company is involved in operation/management • Proxy exhibiting (exhibiting on your behalf), including exhibiting conducted as part of sales support and promotional support, etc. • Costs for producing printed materials and videos intended for use at exhibitions other than the exhibition applied for • Costs for producing printed materials and videos that do not state the name of the subsidy recipient and that do not introduce your company's products, technologies, goods, or services throughout the entire content